



PUBLIC ACADEMY FOR PERFORMING ARTS

Governing Council

Meeting Agenda

Thursday, July 27, 2023, 4:15 pm

Public Academy for Performing Arts Campus

11800 Princess Jeanne Ave NE, Albuquerque, NM 87112, Room 2

Type of meeting: Community/Monthly

Chair: Elizabeth Roybal

Invited to Attend

1. Elizabeth Roybal, President	5. David Littlefield, GC Member	9. Virginia Wilmerding, Staff Representative	Scheduled Guests:
2. Renai Edwards, GC Member	6. Issac Trujillo, GC Member	10. Rhonda Cordova, Business Manager	
3. Jessica Short, Secretary	7. Paul Paradise, GC Member	11. Tamara Lopez, Executive Director	Scheduled Absence:
4. Barbara CampBell, GC Member	8. Carol Torrez, Staff Representative		

Agenda Item	Presented by	Time
1. Call to Order, Roll Call (Quorum 4/7 voting members)	Chair	4:15 p.m.
2. Welcome and Introductions	Chair	4: 17 p.m.
3. Approval of Agenda ACTION ITEM	All	4:19 p.m.
4. Approval of Previous Meeting Minutes (6/29/23) ACTION ITEM	All	4:20 p.m.
5. Open Forum for Public Comment (Form Required)	All	4:22 p.m.
6. Budget & Finance Committee Report ACTION ITEM a. June Financial Report b. BARS/Permanent Transfer ACTION ITEM c. POs over \$5,000 d. Fixed Assets Review Certification ACTION ITEM-DEFERRED TO AUG 2023 GC MEETING	Barbara CampBell and Rhonda Cordova	4: 25 p.m.
7. Executive Director's Report a. Written Report	Tamara Lopez	4: 35 p.m.
8. Organizational Business a. Nominating Committee Recommendation ACTION ITEM b. Officer Election – Office commences following the July meeting ACTION ITEM c. 2023-24 Meeting Date/Time/Location ACTION ITEM d. Committee Membership Assignments e. Membership Demographic Updates f. Training Hours Final Update and 2023-24 Training Information g. Signatures - Member Affidavits, Open Meetings Act Resolution ACTION ITEM	Liz Roybal	4:45 p.m.
9. President's Report	Liz Roybal	5:00 p.m.
10. Other Announcements/Discussion	Liz Roybal	5:10 p.m.
11. Executive Session to Discuss Limited Personnel Matters	Liz Roybal	5:15 p.m.
12. Adjourn	Liz Roybal	

----- Statement on Open Forum for Public Comment -----

The Governing Council welcomes public comments during the "Public Comment" portion of the governing council meeting agenda. Individuals wishing to make public comments shall complete a Public Comment form and submit it to the Council President prior to the "Public Comment" section of the meeting. Individual oral presentations will be limited to 5 minutes, unless extended by the Council President.

----- Statement of Non-Discrimination -----

Public Academy for Performing Arts does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. Persons requiring special accommodations should contact the administrative office at (505) 830-3128 Ext. 0 at least 24 hours prior to the meeting. The Title IX Coordinator is the Executive Director.

----- Additional Information -----

Audit Committee – Phil Krehbiel (Chair), Melanie Dunn-Chavez, Rhonda Cordova, Donna Krosnow, Jessica Short, Tamara Lopez
Finance Committee – Phil Krehbiel (Chair), Rhonda Cordova, Melanie Dunn-Chavez, Barbara CampBell, Paul Paradise –8:00a.m. monthly, Tuesday before Council Meeting.
Long-Range Planning – Santana Gonzalez (Chair), Barbara CampBell, Melanie Dunn-Chavez, Naomi Montoya, Virginia Wilmerding, Paul Paradise
Performing Arts Committee – Santana Gonzalez (Chair), Liz Roybal, Issac Trujillo, Melanie Dunn-Chavez, Naomi Montoya
Policy Review Committee – Barbara CampBell (Chair), Melanie Dunn-Chavez, Virginia Wilmerding, Jessica Short, Paul Paradise



Meeting MINUTES

Thursday, June 29, 2023, 4:15 pm

Public Academy for Performing Arts Campus
11800 Princess Jeanne Ave NE, Albuquerque, NM 87112, Room 2

Type of meeting: Community/Monthly

Chair: Elizabeth Roybal

Invited to Attend			
1. Elizabeth Roybal, President	5. Phil Krehbiel, GC Member	9. Virginia Wilmerding, Staff Representative and EDAC Rep	Scheduled Guests: Tamara Lopez, Assistant Director
2. Santana Gonzalez, Vice President	6. Isaac Trujillo, GC Member	10. Rhonda Cordova, Business Manager	
3. Jessica Short, Secretary	7. Paul Paradise, GC Member	11. Melanie Dunn-Chavez, Executive Director	Absent: Jessica Short and Carol Torrez
4. Barbara Campbell, GC Member	8. Carol Torrez, Staff Representative		

Agenda Item	Presented by	Time
1. Call to Order, Roll Call (Quorum 7/7 voting members)	Chair	4:16 pm
2. Welcome and Introductions In attendance: Santana Gonzalez, Paul Paradise, Isaac Trujillo, Virginia Wilmerding, Rhonda Cordova, Phil Krehbiel, Barbara Campbell, Melanie Dunn-Chavez, Tamara Lopez	Chair	4:18 p.m.
3. Approval of Agenda ACTION ITEM Agenda approved with corrections to change "Executive Session" to "Executive Session for limited personnel matters: Approved : Barbara Campbell – first, Phil Krehbiel– second, Roll Call vote 6/0 to Approve	All	4:20 p.m.
4. Approval of Previous Meeting Minutes (4/20//23 and 4/29/23) ACTION ITEM Approved: Barbara Campbell-First, Phil Krehbiel- second, Roll Call vote 6/0 to Approve	All	4:21 p.m.
5. Open Forum for Public Comment (Form Required) None	All	4:21 p.m.
6. Budget & Finance Committee Report ACTION ITEM a. April Financial Report b. BARS/Permanent Transfer ACTION ITEM -NONE c. POs over \$5,000 – None Budget and Finance Committee report was given by Barbara Campbell. Finance Meeting on June 23 was attended by Phil Krehbiel, Barbara Campbell, Rhonda Cordova, and Tamara Lopez via Zoom. Reports reviewed are as follows: Bank statement Journal entries Bank reconciliation Balance sheet Bank register Budget expense summary Comparative financial summary Trial Balance	Barbara Campbell	4:22 p.m.

<p>Monthly balance forecast report Detailed budget to actual report BAR history report Purchase orders over \$5,000 Check report Approved vendors</p> <p>Report was approved: Phil Krehbiel - First, Paul Paradise -second, Roll Call vote 6/0 to Approve</p> <p>No BARS</p> <p>PO's over \$5000 – None</p> <p>Out of State Travel Request - Tamara Lopez and Jennifer Molina to the Ignite National Association of Secondary School Principals updated due to change in price of hotel room – Approved: Phil Krehbiel – 1st, ? – 2nd Roll Call Vote 6/0</p> <p>Check signers Melanie Dunn-Chavez and Santana Gonzalez were removed and Assistant Director Jennifer Molina was added. Barbara Campbell - First, Phil Krehbiel - 2nd, Roll Call vote to approve 6/0</p>		
<p>6. Executive Director's Report</p> <p>a. Written Report –</p> <p>b. EDAC Report –</p>		4:42 p.m.
<p>7. Organizational Business</p> <p>a. New GC members voted in to replace Phil Krehbiel and Satana Gonzalez. New member [first name] Edwards (parent) Barbara Campbell - 1st, Phil Krehbiel - 2nd, Roll Call vote to approve: 6/0 New member [first name] Littlefield (parent) Barbara Campbell - 1st, Phil Krehbiel - 2nd, Roll Call vote to approve: 5/1</p>	Liz Roybal	5:17 p.m.
<p>h. President's Report</p>	Liz Roybal	5:26 p.m.
<p>i. Other Announcements/Discussion – NONE</p>		5:30 p.m.
<p>10. Executive Session to Discuss Limited Personnel Matters - At Liz Roybal made the motion to close the meeting for the purpose of going into Executive Session pursuant to NMSA 10-15-1-H (2) with Phil Krehbiel making the second. The motion was passed with a roll call vote. Limited Personnel Matters were the only topic addressed. At Liz Roybal made a motion to come out of Executive Session with Phil Krehbiel making the second. The motion passed by roll call vote 6/0</p>		
<p>k. Adjourn</p>	Liz Roybal	6:25 p.m.



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----- Additional Information -----

Audit Committee – Phil Krehbiel (Chair), Melanie Dunn-Chavez, Rhonda Cordova, Ruby Arispe, Jessica Short, Tamara Lopez

Finance Committee – Phil Krehbiel (Chair), Rhonda Cordova, Melanie Dunn-Chavez, Barbara CampBell –8:00a.m.monthly, day of Council Meeting.

Long-Range Planning – Lisa Miller (Chair), Melanie Dunn-Chavez, Naomi Montoya, Santana Gonzalez, Virginia Wilmerding

Performing Arts Committee – Elizabeth Roybal (Chair), Alexis Corbin, Melanie Dunn-Chavez, Naomi Montoya, Santana Gonzalez

Policy Review Committee – Lisa Miller (Chair), Melanie Dunn-Chavez, Virginia Wilmerding, Barbara CampBell, Jessica Short

Public Academy for Performing Arts

Budget Summary Of Funds Report

Fund	Description	Adopted Budget as of 07/01/2022	Revised Adopted Budget with Initial Budget BARs	Approved BARs
11000	Operational	\$4,413,375.00	\$4,413,375.00	\$74,039.65
21000	Food Services	\$105,000.00	\$105,000.00	\$76,651.75
23000	Non-Instructional Support	\$220,000.00	\$220,000.00	\$99,906.06
24106	Entitlement IDEA-B	\$67,318.00	\$67,318.00	\$0.00
24154	Teacher/Principal Training & Recruiting	\$24,581.00	\$24,581.00	\$0.00
24174	Carl D Perkins Secondary - Current	\$8,972.00	\$8,972.00	(\$8,972.00)
24308	CRSSA ESSER II	\$419,824.00	\$419,824.00	\$55,655.00
24309	CRRSA - Social Emotional Learning	\$0.00	\$15,000.00	\$15,000.00
24330	ARP ESSER III CDFA 84.425U	\$1,000,000.00	\$1,000,000.00	\$222,635.00
24346	Individuals With Disabilities Act		\$17,336.00	\$17,336.00
25153	Title XIX MEDICAID 3/21 Years	\$45,000.00	\$45,000.00	\$4,422.24
26207	CNM Foundation	\$4,513.00	\$4,513.00	(\$1,500.00)
27107	Literacy For Children @ Risk PED	\$3,930.00	\$3,930.00	\$1,096.00
27201	Literacy For Children @ Risk PED	\$0.00	\$4,614.00	\$4,614.00
27502	Career Technical Education Program (Pilot)	\$8,682.00	\$8,682.00	(\$8,682.00)
29130	Youth Chat Grant	\$2,500.00	\$2,500.00	\$2,593.45
31200	Public School Capital Outlay	\$0.00	\$354,378.00	\$354,378.00
31400	Special Capital Outlay-State	\$20,000.00	\$20,000.00	\$0.00
31600	Capital Improvements HB-33	\$352,468.00	\$352,468.00	\$59,114.73
31700	SB9 State Match	\$175.00	\$175.00	\$0.00
31701	SB9 Ad Valorem	\$383,034.00	\$383,034.00	\$109,126.07
31703	SB-9 State Match Cash	\$8,725.00	\$8,725.00	\$20,181.41
Fund Totals		\$7,088,097.00	\$7,479,425.00	\$1,097,595.36

Current Budget	Pending Budget/BARs	Total Anticipated Budget	YTD Actuals	YTD Payable/Encumber	Unencumbered Budget Balance
\$4,487,414.65		\$4,487,414.65	\$3,801,847.05	\$0.00	\$685,567.60
\$181,651.75		\$181,651.75	\$135,217.91	\$0.00	\$46,433.84
\$319,906.06		\$319,906.06	\$270,942.47	\$0.00	\$48,963.59
\$67,318.00		\$67,318.00	\$67,318.00	\$0.00	\$0.00
\$24,581.00		\$24,581.00	\$13,872.57	\$0.00	\$10,708.43
\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
\$475,479.00		\$475,479.00	\$475,479.00	\$0.00	\$0.00
\$15,000.00		\$15,000.00	\$13,586.55	\$0.00	\$1,413.45
\$1,222,635.00		\$1,222,635.00	\$443,999.99	\$0.00	\$778,635.01
\$17,336.00		\$17,336.00	\$17,336.00	\$0.00	\$0.00
\$49,422.24		\$49,422.24	\$4,639.44	\$0.00	\$44,782.80
\$3,013.00		\$3,013.00	\$1,000.00	\$0.00	\$2,013.00
\$5,026.00		\$5,026.00	\$5,026.00	\$0.00	\$0.00
\$4,614.00		\$4,614.00	\$2,038.00	\$0.00	\$2,576.00
\$0.00		\$0.00	\$0.00	\$0.00	\$0.00
\$5,093.45		\$5,093.45	\$5,093.45	\$0.00	\$0.00
\$354,378.00		\$354,378.00	\$354,378.00	\$0.00	\$0.00
\$20,000.00		\$20,000.00	\$0.00	\$0.00	\$20,000.00
\$411,582.73		\$411,582.73	\$376,710.89	\$0.00	\$34,871.84
\$175.00		\$175.00	\$174.44	\$0.00	\$0.56
\$492,160.07		\$492,160.07	\$178,562.62	\$0.00	\$313,597.45
\$28,906.41		\$28,906.41	\$0.00	\$0.00	\$28,906.41
\$8,185,692.36	\$0.00	\$8,185,692.36	\$6,167,222.38	\$0.00	\$2,018,469.98

Unencumbered Anticipated Budget	Percent Remaining	Percent Remaining of TOTAL ANTICIPATED
\$685,567.60	15%	15%
\$46,433.84	26%	26%
\$48,963.59	15%	15%
\$0.00	0%	0%
\$10,708.43	44%	44%
\$0.00	0%	0%
\$0.00	0%	0%
\$1,413.45	9%	9%
\$778,635.01	64%	64%
\$0.00	0%	0%
\$44,782.80	91%	91%
\$2,013.00	67%	67%
\$0.00	0%	0%
\$2,576.00	56%	56%
\$0.00	0%	0%
\$0.00	0%	0%
\$0.00	0%	0%
\$20,000.00	100%	100%
\$34,871.84	8%	8%
\$0.56	0%	0%
\$313,597.45	64%	64%
\$28,906.41	100%	100%
\$2,018,469.98	25%	25%

Public Academy for Performing Arts

Issued and Closed POs Report

Accounting Cycle: FY2023; PO Type: [All]; Vendor: [All]; Purchase Order: [All]; Account Expression: ((Fund) >= "1000") ; Include Tax and Shipping: No; Include Closed POs: Yes; Show Detail: Yes; Created On: 7/20/2023 3:47:25 PM

PO Number	Type	Vendor Name	Date Issued	Status	Days Outstanding	PO Amount	Invoice Amount	Unencumbered Amount	Remaining Encumbrance
2022-008	Dollar	ABCWUA	7/1/2021	Closed		\$5,128.71	\$0.00	\$5,128.71	\$0.00
2022-015-1	Dollar	NM Gas Company	7/1/2021	Closed		\$6,144.85	\$0.00	\$6,144.85	\$0.00
2022-028	Dollar	ACES	7/1/2021	Closed		\$7,047.95	\$0.00	\$7,047.95	\$0.00
2022-066 b-1	Dollar	APS	5/1/2022	Closed		\$54,255.48	\$6,449.05	\$54,255.48	\$0.00
2022-542-2	Dollar	Wilson & Company	4/12/2022	Closed		\$33,252.55	\$29,556.09	\$33,252.55	\$0.00
2023-002	Dollar	Moss Adams LLP	7/5/2022	Closed		\$19,781.00	\$19,780.96	\$19,781.00	\$0.00
2023-003	Regular	EGSM Inc.	7/1/2022	Closed		\$11,405.41	\$0.00	\$11,405.41	\$0.00
2023-004	Regular	Rio Conchos Corporation	7/1/2022	Closed		\$256,723.08	\$0.00	\$256,723.08	\$0.00
2023-004-1	Dollar	Rio Conchos Corporation	7/1/2022	Closed		\$256,723.08	\$256,500.00	\$256,723.08	\$0.00
2023-009	Regular	NMPSIA	7/1/2022	Closed		\$69,382.00	\$69,382.00	\$69,382.00	\$0.00
2023-010	Regular	APS Board of Education	7/1/2022	Closed		\$354,378.00	\$354,378.00	\$354,378.00	\$0.00
2023-011	Dollar	APS	7/1/2022	Closed		\$367,468.00	\$260,575.80	\$367,468.00	\$0.00
2023-011-1	Dollar	APS	7/1/2022	Closed		\$140,000.00	\$109,686.04	\$140,000.00	\$0.00
2023-012	Dollar	PNM	7/1/2022	Closed		\$35,000.00	\$34,179.16	\$35,000.00	\$0.00
2023-013	Dollar	ABCWUA	7/1/2022	Closed		\$38,000.00	\$33,500.56	\$38,000.00	\$0.00
2023-014	Regular	NM Gas Company	7/1/2022	Closed		\$25,000.00	\$0.00	\$25,000.00	\$0.00
2023-014A	Regular	NM Gas Company	7/1/2022	Closed		\$25,000.00	\$0.00	\$25,000.00	\$0.00
2023-014B	Regular	NM Gas Company	7/1/2022	Closed		\$25,000.00	\$360.45	\$25,000.00	\$0.00
2023-014C	Dollar	NM Gas Company	7/1/2022	Closed		\$25,000.00	\$19,185.85	\$25,000.00	\$0.00
2023-014C-1	Dollar	NM Gas Company	7/1/2022	Closed		\$30,000.00	\$9,626.13	\$30,000.00	\$0.00
2023-016	Dollar	Matthews Fox, P.C.	7/1/2022	Closed		\$5,000.00	\$1,370.16	\$5,000.00	\$0.00
2023-017	Dollar	Harris School Solutions	7/1/2022	Closed		\$13,000.00	\$12,111.65	\$13,000.00	\$0.00
2023-018	Dollar	PowerSchool Group, LLC	7/1/2022	Closed		\$8,000.00	\$6,303.15	\$8,000.00	\$0.00
2023-019	Dollar	CNM	7/1/2022	Closed		\$6,000.00	\$0.00	\$6,000.00	\$0.00
2023-019-1	Dollar	CNM	7/1/2022	Closed		\$10,000.00	\$6,092.50	\$10,000.00	\$0.00
2023-020	Regular	Rhonda Cordova	7/1/2022	Closed		\$64,650.00	\$64,650.00	\$64,650.00	\$0.00
2023-025	Dollar	Central Region Educational Cooperative	7/27/2022	Closed		\$47,112.19	\$42,204.67	\$47,112.19	\$0.00
2023-026	Dollar	CES	7/1/2022	Closed		\$39,500.00	\$27,210.63	\$39,500.00	\$0.00
2023-026-1	Dollar	CES	7/1/2022	Closed		\$14,924.82	\$7,741.07	\$14,924.82	\$0.00
2023-027	Dollar	ACES	7/1/2022	Closed		\$20,000.00	\$12,418.76	\$20,000.00	\$0.00
2023-029	Regular	Southwest Copy Systems	7/1/2022	Closed		\$8,200.00	\$6,535.03	\$8,200.00	\$0.00
2023-037	Dollar	Labatt Food Service	7/1/2022	Closed		\$68,000.00	\$63,384.30	\$68,000.00	\$0.00
2023-037-1	Dollar	Labatt Food Service	7/1/2022	Closed		\$10,000.00	\$7,432.99	\$10,000.00	\$0.00
2023-044	Dollar	BYU Continuing Education	7/1/2022	Closed		\$7,000.00	\$3,225.00	\$7,000.00	\$0.00
2023-054	Regular	IXL	7/14/2022	Closed		\$5,795.00	\$5,795.00	\$5,795.00	\$0.00
2023-066	Dollar	Baum's Music	7/19/2022	Closed		\$5,000.00	\$0.00	\$5,000.00	\$0.00
2023-076	Regular	McGraw Hill	7/21/2022	Closed		\$5,765.97	\$5,765.97	\$5,765.97	\$0.00
2023-084	Regular	Accountability and Compliance Resources LLC	8/3/2022	Closed		\$5,000.00	\$478.97	\$5,000.00	\$0.00
2023-084A	Dollar	Accountability and Compliance Resources LLC	8/3/2022	Closed		\$5,000.00	\$3,831.76	\$5,000.00	\$0.00
2023-103	Regular	AnchorBuilt	8/12/2022	Closed		\$76,310.09	\$0.00	\$76,310.09	\$0.00
2023-103-1	Dollar	AnchorBuilt	8/12/2022	Closed		\$76,310.09	\$76,310.09	\$76,310.09	\$0.00
2023-114	Dollar	Summit Fire and Security	8/23/2022	Closed		\$37,963.06	\$0.00	\$37,963.06	\$0.00
2023-114-1	Dollar	Summit Fire and Security	8/23/2022	Closed		\$37,963.06	\$30,897.32	\$37,963.06	\$0.00
2023-146	Regular	The Center for Culturally Responsive Teaching and Learning	9/1/2022	Closed		\$6,000.00	\$3,500.00	\$6,000.00	\$0.00
2023-163	Regular	Hudson, Su	9/12/2022	Closed		\$9,456.22	\$8,645.67	\$9,456.22	\$0.00
2023-171	Regular	Josten's	9/19/2022	Closed		\$14,960.00	\$6,554.50	\$14,960.00	\$0.00
2023-171-1	Regular	Josten's	9/19/2022	Closed		\$10,620.00	\$10,340.79	\$10,620.00	\$0.00
2023-189	Dollar	NM Gas Company	7/1/2022	Closed		\$25,000.00	\$0.00	\$25,000.00	\$0.00
2023-195	Regular	Hostelling International Santa Monica	9/29/2022	Closed		\$5,355.72	\$2,677.86	\$5,355.72	\$0.00
2023-213	Regular	Group Experience	10/12/2022	Closed		\$46,000.00	\$23,000.00	\$46,000.00	\$0.00
2023-213-1	Regular	Group Experience	10/12/2022	Closed		\$33,620.00	\$12,000.00	\$33,620.00	\$0.00
2023-213-2	Regular	Group Experience	10/12/2022	Closed		\$22,374.00	\$22,374.00	\$22,374.00	\$0.00
2023-245	Regular	UNM Public Events	11/3/2022	Closed		\$5,000.00	\$3,000.00	\$5,000.00	\$0.00
2023-288	Regular	MyBus	12/1/2022	Closed		\$5,843.73	\$1,016.30	\$5,843.73	\$0.00
2023-295	Regular	Group Experience	12/5/2022	Closed		\$27,884.00	\$27,326.32	\$27,884.00	\$0.00
2023-333	Regular	A-com Technologies	1/5/2023	Closed		\$32,097.33	\$0.00	\$32,097.33	\$0.00
2023-333-1	Regular	A-com Technologies	1/5/2023	Closed		\$32,097.33	\$0.00	\$32,097.33	\$0.00
2023-406	Regular	Amazon.com	2/8/2023	Closed		\$13,194.00	\$11,095.00	\$13,194.00	\$0.00
2023-407	Dollar	Rio Conchos Corporation	11/9/2022	Closed		\$114,609.36	\$114,609.36	\$114,609.36	\$0.00
2023-438	Regular	Hummingbird Music Conference Center	2/24/2023	Closed		\$15,040.00	\$13,873.00	\$15,040.00	\$0.00
2023-447	Dollar	PowerSchool Group, LLC	2/24/2023	Closed		\$5,770.77	\$5,770.77	\$5,770.77	\$0.00
2023-448	Dollar	PowerSchool Group, LLC	2/27/2023	Closed		\$6,303.15	\$0.00	\$6,303.15	\$0.00
2023-536	Regular	School Outfitters	4/4/2023	Closed		\$16,829.24	\$0.00	\$16,829.24	\$0.00
2023-536-1	Regular	School Outfitters	4/17/2023	Closed		\$16,829.24	\$0.00	\$16,829.24	\$0.00
2023-558	Regular	Amazon.com	4/17/2023	Closed		\$29,195.09	\$27,825.10	\$29,195.09	\$0.00
2023-637	Regular	Public Charter Schools of New Mexico	5/22/2023	Closed		\$6,293.00	\$6,293.00	\$6,293.00	\$0.00



11800 Princess Jeanne Ave., NE / Albuquerque, NM 87112 / (T) 505-830-3128 / (F) 505-830-9930 / www.paparts.org
[Tamara Lopez, Executive Director](#)

Executive Director's Report July 27, 2023

OPERATIONAL/FACILITIES

- Work orders placed to check air conditioning (2 pumps removed and switches turned off-looks like vandalism)
- APS slated to remove playground equipment from PAPA campus.
- NM VISTAS and school ratings back in picture, reviewing data, recognized as **top schools for graduation rate and academic growth**
- Master schedule complete, schedules finalized during registration in July 24-27th Make Up Registration August 1 8am-12 noon
- Theme for 2023-24 – Experience It
- 467 Current Students Enrolled- Budget enrollment Goal= 450, Budget Built on 432
- Waitlist numbers 6th grade=45, 7th grade=34, 8th grade=34, 9th grade= 46, 10th grade=10, 11th grade=14, 12th grade=1

VISIBILITY

- PAPA Flamenco performed at NHCC Saturday, 6/17 for Flamenco Festival. Week-long workshop for youth, several PAPA students attended, Fabian Sisneros was director, participant and teacher of 11-14 year olds. Workshop led by professional artists from Spain.
- Naomi Montoya and Ginny Wilmerding will be present Integration of Arts & Academics July 26 from 1pm-2 pm and Naomi Montoya and Fabian Sisneros present Cultural Preservation and Reclamation through an Arts-Centric Practice July 25th from 3 pm- 4 pm both at NMPED Charter School Conference

ACADEMICS

- Summer school – students who need credit recovery (HS) & Middle school students in grades 7/8, with skill deficits enrolled. Two sessions, 39 Classes Enrolled, 14 classes pending grades/course completion, 4 failures, all others passed
- Preliminary results for summative assessments (see below)

ARTS

- PAPA Flamenco performed at NHCC Saturday, 6/17 for Flamenco Festival. See above.
- NM Jazz Workshop using campus for camps month of June.
- Senior Class of 2024 Mandatory Senior Showcase Seminar August 7, 2023 at National Hispanic Cultural Center (Showcase Venue)

TRAINING

- 6th Grade Team (core teachers) will attend Responsive Classroom workshop virtually week of July 25th
- Executive Director and Assistant Director to attended National Association of Secondary School Principals conference in Denver in July

ASSESSMENT DATA

MSSA/ASR, 2022-23 Grade 6	English LA Proficient & Advanced	Math Proficient & Advanced
APS	37%	29%
State	38%	31%
PAPA	55%	41%

NMSSA/AS, 2022-23, Grade 7	English LA Proficient & Advanced	Math Proficient & Advanced
APS	42%	25%
State	40%	24%
PAPA	64%	31%

NMSSA/AS, 2022-23, Grade 8	English LA Proficient & Advanced	Math Proficient & Advanced
APS	42%	20%
State	39%	18%
PAPA	65%	32%

NMSSA/AR, April 2023, Grade 11	Science Proficient & Advanced
APS	39%
State	39%
PAPA	71%

SAT School Day, 2022-23, Grade 11	Met both Benchmarks ELA & Math
APS	18%
State	13%
PAPA	27%



11800 Princess Jeanne Ave., NE / Albuquerque, NM 87112 / (T) 505-830-3128 / (F) 505-830-9930 /
www.paparts.org

Tamara Lopez, Executive Director

Hello wonderful PAPA staff! We are looking forward to sharing the PAPA Experience with you, parents, and students this school year. The PAPA experience is a feeling, it's the aha moment in the classroom, it's the butterflies in your stomach when you are backstage before a performance. Thank you to those of you who helped with the creation of the performance agreements, in-service, Jump Start, and PAPAfest plans. 2023-24 is going to be a great year!

Staffing Updates:

Yu Chen has taken a position closer to her home and son and we wish her all the best. We welcome Jeremy Work to PAPA in the Special education English and reading in room 15. He may look familiar to some of you.

We also welcome our new Assistant Director, Jennifer Molina. Jennifer comes to PAPA with 13 years of leadership experience as assistant principal and principal at Socorro High School, and most recently Assistant Principal at Mountain View Middle School in Rio Rancho. She is excited to meet you all and jump in. She brings high energy, fun and great organizational skills to the team.

We look forward to being together August 3rd and 4th here at PAPA to kick off SY 2023-24. Please plan to arrive to begin in the Café' promptly at 8 am each day. I will send an agenda to you all soon. In the meantime, please complete this form to share your thoughts and ideas with the administration team. <https://forms.gle/X3VD2efk2rct4ZmG6>

Respectfully,

Tamara Lopez

REQUIRED COMPONENTS OF PAPA's TEACHER PAPERWORK 22-23 — Domain 4

SYLLBUS

Send syllabus to Jackie by **August 11th** to post on PAPA 's website. Post in your google classroom. Give all students a paper copy & send digital copy to parents via email.

Syllabus to include:

- ◇ Course name
- ◇ Teacher name
- ◇ Teacher contact information (email, prep period, class link)
- ◇ Period and room
- ◇ Course description
- ◇ Google Classroom Code
- ◇ Goals and objectives for course
- ◇ Explanation of teaching style and explain Webb's DOK.
- ◇ Classroom expectations
- ◇ Grading—description of how grades are calculated and weighting of grades.
- ◇ Required materials
- ◇ Brief course outline/timeline/map—by unit is fine with link to extra resources or supports, if appropriate and/or necessary. Parents should be able to refer to the syllabus to know what is happening in your class anytime during the year. Scope & Sequence
- ◇ Copy of blueprint with standards (Common Core or NM), if not stated on blueprint.
- ◇ Include copy of Webb's Depth of Knowledge

LESSON PLANS Lesson plans should be completed and available to administration as needed

Core teachers = 1x/quarter by unit or week AT BEGINNING OF QUARTER;

Arts = 1x/semester by semester or unit AT BEGINNING OF SEMESTER.

General Lesson Plans to include brief description of:

- ◆ Standard name and number (Common Core or NM)
- ◆ Objectives & Student Engagement Opportunities
- ◆ Approximate timeline
- ◆ Resources and materials (including what will help parents help their children)
- ◆ General methods
- ◆ Differentiation (meet learning styles and IEP/SAT/ELL/MLSS)
- ◆ Assessment (formative and summative)
- ◆ Arts Lesson Plans to include year at a glance, outline of concepts by Semester

Complete Google
Classroom Code form by
August 11th

Observation Lesson Plan: detailed lesson plans due for summative evaluation before or at first observation. Follow NMTEACH rubric for Domains 1, 2 and 3 and upload required material into the NM Teacher Canvas portal.

GRADES (Set up and check assignment weights)

- * Check assignment, quarter and semester weighting with Lucy prior to entering 1st grade.
- * At least 2 grades per week (assignment, assessment, project, homework, etc.) mat grade for participation. Do not grade based on attendance.
- * If doing project, submit progress grade, check-in grade
- * Must be updated weekly, by Monday
- * Incompletes and Semester Exam exemptions must be approved by Administration
- * Missing assignments should be entered as zeros and use the missing indicator.
- * Communicate with case manager, 504 coordinator, & admin

PARENT CONTACT

- Email, phone, or in person constitutes a contact. Google Classroom is NOT a parent communication tool. Maintain documentation of parent contact to be accessed as needed by student.
- Contact should be made when grade drops to D **AND** when grade drops to F.
- If no change after first contact, call parent for a meeting (or ask Lynette Walker to schedule it)
- Communicate positive acts as well, catch them being good, share the good news! Look for it!

ARTS TEACHERS

- ⇒ Meet with Naomi for all events, promotion, and communication
- ⇒ Naomi will support you to plan the following: See Planning a Performance Guide in Staff Google Classroom
 - Booking Venues (Naomi books all venues, reviews contracts, when ready will send to Tamara to sign)
 - Performance dates (discipline-specific and collaborative; traditional performances and new ideas)
 - Time of performances, Call times, Venue name and addresses, ticketing information/platforms, advertising
 - Use the Staff Google Classroom announcement sheet to add anything you want read, and emailed to parents weekly.
 - POs for ALL venues submitted by **September 29, 2023.**
- ⇒ Forward electronic draft of program to Tamara two weeks before the performance. If including names in program use name in PowerSchool. Students with formal GSPs will have name updated in PowerSchool. This is to help edit and add school-wide information such as lottery etc.

GUIDELINES FOR SHOWS/EVENTS AT PAPA

- ◆ Meet with Naomi and check with teacher is using a shared space regarding room schedule. Turn in event form to Jackie M. asap.
- ◆ If you need custodian support email Jackie at least one week before the show with anticipated number in audience and details about chair set up. Have a plan for students/parents/staff support to help set up, clean up and breakdown to restore the environment.
- ◆ Confirm all money collected with administrator on duty.
- ◆ Clean up and return all equipment and chairs following show. If someone else is running sound, help pack up and store.
- ◆ Sponsors may **not** leave until **all** students have been picked up. Secure buildings, gates, and call APS Police.

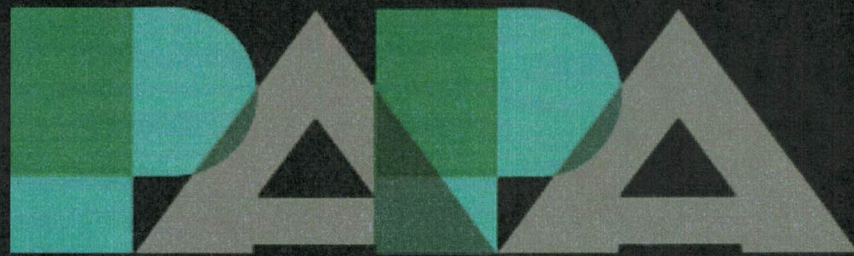
GUIDELINES FOR SHOWS OFF CAMPUS

- ◇ Coordinate with Naomi about show, needs, venue and event details.
- ◇ Submit POs for transportation, food, etc. at least two weeks before needed. If bus is needed, make arrangements at least five weeks before event.
- ◇ Submit request for special activity at least 2 weeks before your event.
- ◇ If classroom substitutes are needed, complete a leave form at least two weeks prior.
- ◇ Provide ample staff/volunteer supervision for students backstage or in green room. If staff is needed, email PAPA staff directly. Adult chaperones MUST be secured prior to the performance.
- ◇ Submit all venue documentation pursuant to venue agreement and deadlines.
- ◇ Make sure payments to venue are made before the deadlines.
- ◇ Do not leave students unattended between call time and parent pick up. Sponsors may not leave until all students have been picked up.
- ◇ Confirm all money collected with administrator on duty, follow all procedures.
- ◇ Clean up and return all equipment following show. If someone else is running sound, help pack up and store.
- ◇ Check out with venue personnel and administrator on duty before leaving.

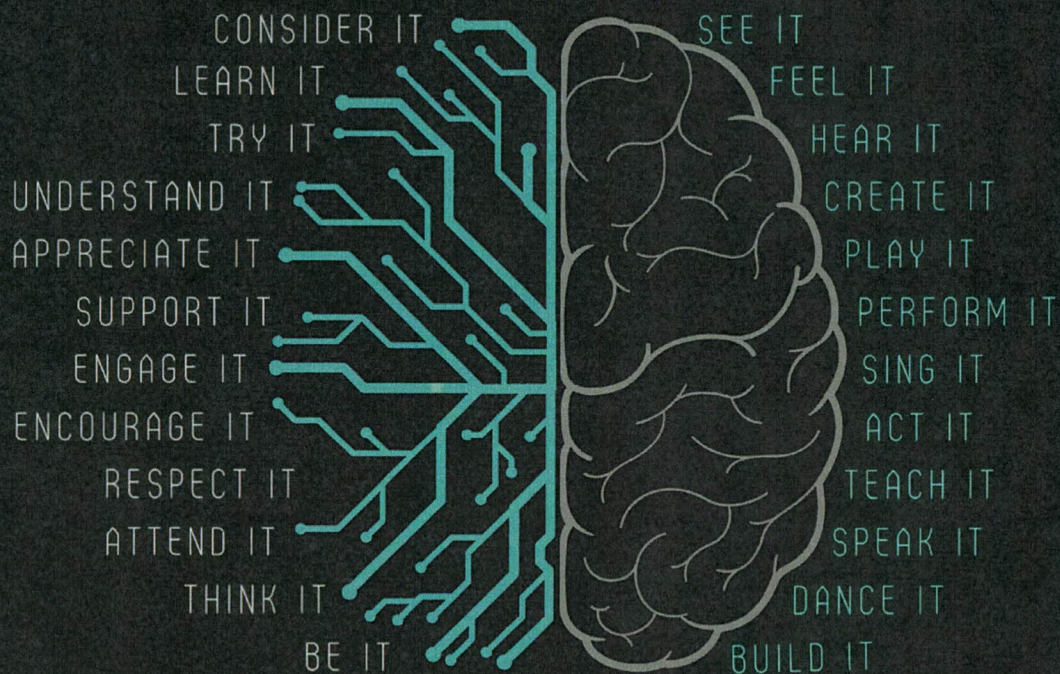
Jump Start Aug. 7, 2023

7:45-8:05 front patio	Welcome/Check-In students check in at grade level tables, get class schedule, group/start location, TAKE					
8:15-9:02	Meet Your Teachers - students follow schedule to briefly meet teachers, 6 min rotation with passing Bell remainder of day: 39 min rotations, 3 min passing after Meet Your Teachers					
Activity	Facts & Info School	Music Experience	integrate PAPA	Learning Plan or	Dance Experience	
Location	rm 13	South field	rm 19	rm 18	Performance Stage/	
Time/Staff	Lopez, Molina, Power	Opperman (Wray,	(Rios, Franklin, Feery)	(Hennig, Judway,	Wilmerding (Eiland,	
9:06 - 9:45	Group 1	Group 2	Group 3	Group 4	Group 5	
9:47 - 10:26	Group 2	Group 3	Group 4	Group 5	Group 1	
10:29 - 11:08	Group 3	Group 4	Group 5	Group 1	Group 2	
11:11 - 11:50	Group 4	Group 5	Group 1	Group 2	Group 3	
11:53 - 12:32	Group 5	Group 1	Group 2	Group 3	Group 4	
12:32 -1:00	Pizza Party-LUNCH FOR ALL					
w/students						
1-J. Chavez	4-Work					
2-Ruedig	5-Labog					
3-Perea						

PAPA Test Tues., August 8, 2023						
Activity location	IXL,	Safe	RockWall/ SEL Team	Artist's Whole	Theatre	Group ART
staff	Carol, Rachel	Allie, Su & Nick	Kahlil, Leslye, Tiffany	Naomi, Ginny Walker		Jody
7:55-8:10	students check in at front patio, lunch count at front					
8:10 - 8:50	Group 1, 2	Group 17, 18	Group 15, 16	Group 11, 12	Group 7, 8	Group 3, 4
8:54 - 9:34	Group 3, 4	Group 1, 2	Group 17, 18	Group 13, 14	Group 9, 10	Group 5, 6
9:38 - 10:18	Group 5, 6	Group 3, 4	Group 1, 2	Group 15, 16	Group 11, 12	Group 7, 8
10:22 - 11:02	Group 7, 8	Group 5, 6	Group 3, 4	Group 17, 18	Group 13, 14	Group 9, 10
11:06 - 11:46	Group 9, 10	Group 7, 8	Group 5, 6	Group 3, 4	Group 15, 16	Group 11, 12
11:50 - 12:30	Group 11, 12	Group 9, 10	Group 7, 8	Group 3, 4	Group 17, 18	Group 13, 14
12:30 - 1:10	LUNCH ALL SCHOOL - PARTY WITH DJ/open mic					
1:10 - 1:50	Group 13, 14	Group 11, 12	Group 9, 10	Group 7, 8	Group 3, 4	Group 15, 16
1:54 - 2:34	Group 15, 16	Group 13, 14	Group 11, 12	Group 9, 10	Group 5, 6	Group 17, 18
2:38 - 3:18	Group 17, 18	Group 15, 16	Group 13, 14	Group 11, 12	Group 7, 8	Group 1, 2
18 groups of 27						
FIRST GROUP NOTED ON LIST GOES TO FIRST LOCATION, SECOND GROUP TO SECOND LOCATION						
teachers at each station coordinate with each other to take break						
Groups	Teachers Rotate with Groups		Seniors with Groups		Teachers Rotate with Groups Seniors with Groups	
1, 2					11, 12	
3, 4					13, 14	
5, 6					15, 16	
7, 8					17, 18	
9, 10						
Stickers contain:						
.net access						
MS/HS Google Classrooms						
PS log in						
lunch #						
locker #						
ixl log in						



PUBLIC ACADEMY FOR PERFORMING ARTS



LIVE IT SHARE IT LOVE IT
EXPERIENCE IT

July 03, 2024

Hello Parents and Students:

16

Welcome to the PAPA experience of 2023-2024. We are preparing to welcome students back to campus to begin their journey this school year starting with final registration the week of July 25th by grade level.

Please sign up for a time for Final Registration with this link to decrease wait times [Registration Sign Up Genius – Click Here!](#) You can access our website (<https://www.paparts.org>) and click on the top left green banner called Final Registration Information for links to all forms noted in this letter.

Registration Schedule: Spirit T-Shirts will be available for purchase at registration. It is tradition to show PAPA school pride every Friday.

Final Registration Schedule

Day/Time	Mon., July 24	Tues., July 25	Wed., July 26	Thurs., July 27
8:30- 11:30am	Seniors Class of 2024	Sophomores Class of 2026	8th Grade Class of 2028	6th Grade Class of 2030
12:30- 3:30pm	Juniors Class of 2025	Freshmen Class of 2027	7th Grade Class of 2029	Dual Credit Registration (Register for appointment with Ms. Walker) lwalker@paparts.org

Tuesday, August 1st Accuplacer Test (Notified Dual Credit Students Only)

FORMS - Please complete online and bring as noted. We will have computers and paper copies available if needed. The Final Registration process will be much shorter if all forms are completed, copies are ready to turn in or are submitted prior to arriving.

1. Home Technology Survey (technology at home, required by PED) (<https://forms.gle/Cj3toreaANMamE498>)
2. Technology Use Agreement (technology at school) (<https://forms.gle/u3DFb95AzPJachwc7>)
3. Public Release – Permission to Photograph (<https://forms.gle/hcgzXmeC2HvsURDAA>)
4. Free & Reduced Lunch Form (form is attached) [Free and Reduced Lunch Form English](#)
[Lunch Form Spanish](#) If you are on SNAP please bring your account number.

5. Locker Use Agreement (Bring lock to registration if you want a locker)

(<https://forms.gle/Y6rnjHXDAxasHDSr8>)

6. Carpool Sign Up <https://forms.gle/aZjPt5uvkVwDmWqN8>)

7. Vehicle Registration Form for Parking on Campus <https://forms.gle/eV1Ay5twSCVm2Q8B9>)

8. Required Proof of vaccination and immunization records.

DETAILS - If you have more than one child, bring all your children to the oldest child's registration time. It is important that a parent attends with their child to complete registration paperwork, submit updated shot records, approve or adjust schedules, and pay activity fees. [Class Fee List](#)

HANDBOOK - Parents, please review the Student/Parent Handbook and complete this form, [Handbook Acknowledgement](#), indicating you are in receipt of the Handbook, [Student Handbook 2022-23 – Click Here!](#). Students will review the handbook during the first few days of school.

SCHOOL SUPPLIES - This is a general school supply list. There will be a course-specific list given with the syllabus the first week of school.

Middle school:

- Pencils
- Pens (blue, black, red)
- Ruler
- Scissors
- Glue sticks
- 3 subject notebooks with dividers
- Folder for handouts and homework
- Colored Pencils And Sharpener
- Highlighters(3colors)
- Colored Markers
- Personal whiteboard markers
- Headphones Or Earbuds, not wireless, must connect with a wire
- Loose Leaf Lined Paper(wide-ruled or college-ruled)

High School

- Pencils
- Pens (blue, black, red)
- Ruler
- Scissors
- Glue sticks
- 2 inch or larger three-ring binder
- Composition Notebooks
- Colored Pencils And Sharpener
- Scientific Calculator(recommended)(TI84)
- Headphones or earbuds, not wireless, must connect with wire
- Loose Leaf Lined Paper (college-ruled)

Optional Donations: Turn in to 1st period teacher or the main office

- Hand Sanitizer
- Shop Towels(2)
- Clorox Wipes (2)
- Kleenex(1)
- Dry-Erase markers

JUMP START - Jump Start is on Monday, August 7, 2023, for NEW students, from 7:55 am to 1:00 pm. Please drop off students with time for them to get checked in. Students will report to the front of the main building for check-in. Look for the table with your last name. Lunch will be served. Have your student wear comfortable clothes and bring a water bottle.

PAPAFest and REGULAR SCHOOL - School for everyone resumes Tuesday, August 8, 2023, with PAPAFest. All students are required to attend from 7:50 am-3:18 pm regardless of having an alternative class schedule. There will be no 8th period. We have a great day planned with activities and workshops to ensure that students and staff have a well-informed, motivational start to the school year! Students will check in at the front patio to receive their group number. Seniors will serve as ambassadors this day and will report to the cafe at 7:30 am for their assignments. The regular class schedule starts on August 9, 2023.

See you soon!

Tamara Lopez, Executive Director

Public Academy For Performing Arts would like to continue connecting with you via email. If you prefer to be removed from our list, please contact Public Academy For Performing Arts directly. To stop receiving all email messages distributed through our SchoolMessenger service, follow this link and confirm: [Unsubscribe](#)

SchoolMessenger is a notification service used by the nation's leading school systems to connect with parents, students and staff through voice, SMS text, email, and social media.



2023-2024 PAPA GOVERNING COUNCIL

COUNCIL MEMBERS

President – Barbara CampBell, Accountant, Fidel, Perner & Michnovicz LLC, 505-205-5294 bcampbell@paparts.org COMMUNITY

Vice President – Issac Trujillo, Musician, issactrujillo@gmail.com, itrujillo@paparts.org, 505-929-0382 COMMUNITY

Secretary – Jessica Short, APS Educator, 505-730-6234 jshort@paparts.org, short_j@aps.edu PARENT

Member– Elizabeth Roybal, Realtor, Armstrong Properties, 505-249-4296 lroybal@paparts.org, lroybal@gmail.com COMMUNITY

Member – Renai Edwards, Public Health, 505-702-9456; renai.edwards@gmail.com; redwards@paparts.org PARENT

Member– Paul Paradise, Dancer, 505-220-0881, paul.paradise@fmr.com, pcpnm3050@gmail.com, pparadise@paparts.org COMMUNITY

Member – David Littlefield, Retired Sheriff's Department, 505-353-0201, doglb2@gmail.com, dlittlefield@paparts.org PARENT

FACULTY ADVISORY (NON-VOTING MEMBERS – (MAY CHANGE EACH YEAR))

Carol Torrez Virginia Wilmerding (EDAC Rep) OPEN

STUDENT ADVISORS (NON-VOTING MS/HS STUDENT COUNCIL PRESIDENTS)

Chloe Jane Casias, Angeline Jensen, HS Student Council Co- Presidents / Suvin Madrid, National Honor Society President

COUNCIL MEMBERSHIP TERMS

#	POSITION	LENGTH OF TERM	2022/23 YEAR IN CYCLE	2023/24 YEAR IN CYCLE	2024/25 YEAR IN CYCLE	2025/26 YEAR IN CYCLE
1	Barbara CampBell Parent	3-year	1	2	3 Term Ends	1
2	David Littlefield Parent	3-year	2	3 Term Ends	1	2
3	Jessica Short Parent	3-year	2	3 Term Ends	1	2
4	Issac Trujillo Community	3-year	1	2	3 Term Ends	1
5	Renai Edwards Parent	3-year	3 Term Ends	1	2	3
6	Elizabeth Roybal Community	3-year	2	3 Term Ends	1	2
7	Paul Paradise Community	3-year	3 Term Ends	1	2	3

GOVERNING COUNCIL COMMITTEES 2022-23

Audit Committee – Jessica Short (Chair), Tamara Lopez, Rhonda Cordova, David Littlefield, Donna Krasnow, parent

Finance Committee – Liz Roybal (Chair), Paul Paradise, Rhonda Cordova, Tamara Lopez, Renai Edwards, 8:00 a.m.

Monthly, Tuesday before Council Meeting.

Long-Range Planning – Barb CampBell (Chair), Paul Paradise, Renai Edwards, Tamara Lopez, Naomi Montoya, Virginia Wilmerding,

Performing Arts Committee – Liz Roybal (Chair), David Littlefield, Issac Trujillo, Tamara Lopez, Naomi Montoya

Policy Review Committee – Jessica Short (Chair), Isaac Trujillo, Paul Paradise, Tamara Lopez, Virginia Wilmerding

Executive Director Evaluation Committee– Liz Roybal, Paul Paradise, Issac Trujillo

GOVERNING COUNCIL MEETING DATES 2023-24

Meetings take place at PAPA the last Thursday of each month at 4:15 in room 21.

Meeting Dates:

7/27, 8/31, 9/28, 10/26, 11/30, 12/14, 1/25, 2/29, 3/21, 4/25, 5/30, 6/27

SCHOOL CONTACTS

Front Office – 505-830-3128, Tamara Lopez Cell – 505-507-1260



11800 Princess Jeanne Ave. NE / Albuquerque, NM 87112 / (T) 505-830-3128 / (F) 505-830-9930 / www.paparts.org
Melanie Dunn-Chavez, Executive Director

RESOLUTION – SCHOOL YEAR 2023-24 OPEN MEETINGS ACT

WHEREAS, the Governing Council of the Public Academy for Performing Arts met at the facilities of 11800 Princess Jeanne Ave, NE Albuquerque, NM 87112 on Thursday, July 27, 2023 at 4:15 pm

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Governing Council of the Public Academy for Performing Arts to determine annually what constitutes reasonable notice of its public meetings;

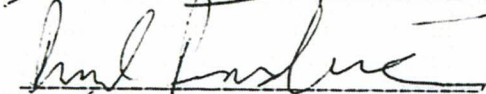
NOW, THEREFORE, BE IT RESOLVED by the Governing Council of the Public Academy for Performing Arts that:

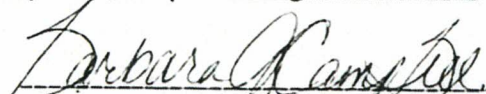
1. All meetings shall be held at the Public Academy for Performing Arts, 11800 Princess Jeanne Ave, NE, Albuquerque, NM 87112 or as otherwise indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held on the last Thursday of the month at 4:15 pm with the exception of December, 2023 when the monthly meeting will be held on December 14, 2023. The final agenda will be available at least 72 hours prior to the meeting from Public Academy for Performing Arts, whose office is located at 11800 Princess Jean Ave, NE, Albuquerque, NM 87112. Notice of any other regular meetings will be given 10 days in advance of the meeting date.
3. Special meetings may be called by the Chairperson or a majority of the members upon 72 hours' notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least 72 hours before any special meeting.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Governing Council of the Public Academy for Performing Arts will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon 24 hours' notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within 10 days of taking action on an emergency matter, the public body shall report to the New Mexico Attorney General's office the action taken and the circumstances creating the emergency.
5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda are posted at the administrative offices of Public Academy for Performing Arts and provided by email to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings. In addition, a notice of the regular meeting schedule of the Governing Council will be placed on the web-site of the Public Academy for Performing Arts www.paparts.org.

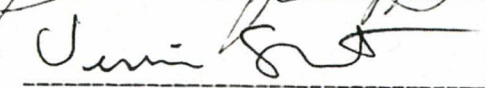
6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted at the administrative offices of Public Academy for Performing Arts and provided by email to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
7. In addition, a notice of the regular meeting schedule of the Governing Council will be placed on the website of the Public Academy for Performing Arts www.paparts.org. In addition to the information specified above, notice shall indicate how a copy of the agenda may be obtained or include a hyperlink to the agenda. They shall also indicate how an individual with a disability who wishes to attend a meeting of the Governing Council and who might be in need of special accommodations, can obtain information and/or accommodation for their disability.
8. The Governing Council of the Public Academy for Performing Arts may close a meeting to the public only if the subject matter of such discussion or action is accepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
 - a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Governing Council of the Public Academy for Performing Arts taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be noted with reasonable specificity. Only those subjects specified in the motion may be discussed in the closed meeting.
 - b) If a closed meeting is conducted when the Governing Council of the Public Academy for Performing Arts is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.
 - c) Following completion of any closed meeting, the minutes shall state whether the matters discussed in the closed meeting were limited only to those noted, when the meeting was closed.
 - d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Governing Council of the Public Academy for Performing Arts in an open public meeting.
9. Attendance by members of the Governing Body at school functions (such as open houses, performances, etc.) may constitute a quorum. The presence of the Governing Body members at these functions is not for the purpose of conducting school business. The potential for a quorum at these functions will be noted on the school calendar on the website www.paparts.org and the Governing Body members will not conduct any business.

Adopted this July 27, 2023 at Albuquerque, New Mexico.

 _____, Chairperson


 _____, Member

 _____, Member

 _____, Member

 _____, Member

 _____, Member

 _____, Member

Fiscal Year 2024 Charter Schools Division Governing Board Training Schedule July 1, 2023

To enroll in one of the trainings listed below, email Charter.Schools@ped.nm.gov at least 48 hours prior to the training session. Enrollees will receive a zoom registration link via email at least 24 hours prior to the session.

Additional training opportunities, including on-demand courses in Canvas are available. If you would like information about completing your training in Canvas, please contact Charter.Schools@ped.nm.gov.

Please note: if there are fewer than five attendees enrolled the session will be cancelled with at least 24 hours' notice. Schedule for January – June 2024 may change after the 2024 Public Education Commission calendar is published. If so, an updated calendar will be published on the CSD website.

August 2023

Tuesday 1 st	12 pm – 1 pm	Open Governance, Legal & Organizational Performance Requirements
Thursday 3 rd	3 pm – 4 pm	Equity & Culturally & Linguistically Responsive Practices
Wednesday 9 th	4:30 pm – 5:30 pm	Fiscal #1
Saturday 12 th	10 am – 12 pm	Academic Understanding
Tuesday 15 th	12 pm – 1 pm	Fiscal #2
Thursday 17 th	3 pm – 4 pm	Fiscal #3
Wednesday 30 th	4:30 pm – 5:30 pm	Responsibilities and Ethics

September 2023

Tuesday 26 th	12 pm – 2 pm	12 pm Open Governance, Legal & Organizational Performance Requirements 1 pm Equity & Culturally & Linguistically Responsive Practices
Wednesday 27 th	3:30 pm – 6:30 pm	Fiscal #1, Fiscal #2 & Fiscal #3
Saturday 30 th	10 am – 1 pm	10 am – Ethics & Responsibilities 11 am – Academic Understanding

October 2023

Start of the second quarter of the fiscal year

Tuesday 3 rd	12 pm – 1 pm	Fiscal #1
Thursday 5 th	3 pm – 4 pm	Fiscal #2
Wednesday 11 th	4:30 pm – 5:30 pm	Equity & Culturally & Linguistically Responsive Practices
Tuesday 17 th	10 am – 12 pm	Academic Understanding
Wednesday 25 th	12 pm – 1 pm	Fiscal #3
Saturday 28 th	10 pm – 12 pm	10 am Open Governance, Legal & Organizational Performance Requirements 11 am Ethics & Responsibilities

November 2023

Thursday 2 nd	10 am – 12 pm	10 am Fiscal # 1 11 am Fiscal #2
Saturday 4 th	10 am – 12 pm	10 am Equity & Culturally & Linguistically Responsive Practices 11 am Fiscal #3
Tuesday 7 th	12 pm – 1 pm	Ethics & Responsibilities
Thursday 9 th	3 pm – 5 pm	Academic Understanding
Wednesday 29 th	4:30 pm – 5:30 pm	Open Governance, Legal & Organizational Performance Requirements

December 2023

Saturday 2 nd	10 am – 12 pm	10 am Open Governance, Legal & Organizational Performance Requirements 11 am Ethics & Responsibilities
Wednesday 6 th	3:30 pm – 5:30 pm	Fiscal #1 & Fiscal #2
Wednesday 20 th	4 pm – 6 pm	Academic Understanding
Thursday 28 th	3 pm – 4 pm	Equity & Culturally & Linguistically Responsive Practices
Wednesday 21 st	4:30 pm – 5:30 pm	Fiscal #3

January 2024

Start of the third quarter of the fiscal year!

Wednesday 3 rd	4:30 pm – 5:30 pm	Equity & Culturally & Linguistically Responsive Practices
Tuesday 6 th	10 am – 12 pm	Academic Understanding
Thursday 17 th	4:30 pm – 5:30 pm	Open Governance, Legal & Organizational Performance Requirements
Tuesday 23 rd	12 pm – 1 pm	Ethics & Responsibilities
Thursday 25 th	3 pm – 4 pm	Fiscal 1
Wednesday 31 st	3 pm – 5 pm	Fiscal 2 & Fiscal 3

February 2024

Saturday 3 rd	10 am – 12 pm	10 am Equity & Culturally & Linguistically Responsive Practices 11 am Ethics & Responsibilities
Tuesday 6 th	12 pm – 1 pm	Fiscal 1
Thursday 8 th	3 pm – 4 pm	Open Governance, Legal & Organizational Performance Requirements
Wednesday 14 th	4:30 pm – 5:30 pm	Fiscal 2
Tuesday 20 th	12 pm – 1 pm	Fiscal 3
Thursday 22 nd	3 pm – 5 pm	Academic Understanding

March 2024		
Wednesday 6 th	4:30 pm – 5:30 pm	Fiscal #1
Saturday 9 th	10 am – 1 pm	Academic Understanding
Tuesday 12 th	11 am – 1 pm	11 am Ethics & Responsibilities 12 pm Equity & Culturally & Linguistically Responsive Practices
Thursday 14 th	3 pm – 5 pm	Fiscal #2 & Fiscal #3
Wednesday 27 th	4 pm – 5 pm	Open Governance, Legal & Organizational Performance Requirements

April 2024		
Start of the fourth quarter of the fiscal year!		
Try not to designate new members until July 1		
Wednesday 3 rd	4:30 pm – 5:30 pm	Open Governance, Legal & Organizational Performance Requirements
Saturday 6 th	10 am – 1 pm	10 am Equity & Culturally & Linguistically Responsive Practices 11 am Academic Understanding
Tuesday 9 th	12 pm – 1 pm	Ethics & Responsibilities
Thursday 11 th	3 pm – 4 pm	Fiscal 1
Wednesday 17 th	4:30 pm – 5:30 pm	Open Governance, Legal & Organizational Performance Requirements
Tuesday 30 th	11 am – 1 pm	11 am Fiscal #2 12 pm Fiscal #3